

May 28, 2013
Cottonwood County Board of Commissioners
Regular Meeting
Minutes

The Cottonwood County Board of Commissioners met in regular session on Tuesday, May 28, 2013 at 1:00 p.m. at the Cottonwood County Courthouse in Windom, MN. Presiding over the meeting was Chairman John Oeltjenbruns. Present for all or portions of the meeting were: Commissioners John Oeltjenbruns, Jim Schmidt, Kevin Stevens, Tom White, Norm Holmen; Executive Assistant Kelly Thongvivong; Auditor/Treasurer Jan Johnson; County Attorney Nick Anderson; Mark Ranum, Jordan Burmeister, Kyle Pillatzki, JinYeene Neumann, Steve Michael and Rory Lindvall.

Motion by Holmen, second by Schmidt, unanimous vote to approve additions to the agenda. Motion by White, second by Holmen, unanimous vote to approve the minutes of the May 14, 2013 meeting.

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Mark Ranum, Director of Plum Creek Library System, met with the board to give an update. Ranum reported that there are 9 counties in the Plum Creek Library System that are responsible for 25 libraries. Cottonwood County also has four depository sites, which include Storden, Ann Township, Jeffers and Delft. Further discussion was held regarding county funding levels for the Plum Creek Library System. Ranum asked the board to reconsider contributing the full contribution level for 2013 instead of the reduced amount of the 90% option that was offered. No action was taken at this time.

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Auditor/Treasurer Jan Johnson reported to the board that he would like to purchase more memory for the AS400 system. Motion by Holmen, second by Schmidt, unanimous vote to allow for the purchase of additional memory for the AS400 system in the amount of \$700 from CPS Technology Solutions. The board asked that Johnson have a conversation with Glenn Johnson at some point regarding the AS400.

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Jordan Burmeister and Steve Michael met with the board representing Geronimo Energy. They wanted to inform the board about a wind project that they have been working on developing since mid-2009 in Cottonwood County that is slated as a 2015 project. The Odell Wind Farm is a phased project, with the first phase being 200 megawatts, under development in Cottonwood, Jackson, Martin, and Watonwan Counties. The project is a development of Odell Wind farm, LLC a wholly-owned subsidiary of Geronimo Energy, LLC. Motion by Holmen, second by Schmidt, unanimous vote to send a letter in support of the project to Geronimo Energy on behalf of the County Board.

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Motion by White, second by Schmidt, unanimous vote to appoint Lisa Fredin to the Board of Adjustment representing District 3.

Motion by Holmen, second by White, unanimous roll call vote to adopt resolution as follows:

Resolution 13-05-28

BE IT RESOLVED by the Cottonwood County Board of Commissioners, that it hereby designates Jan Johnson, Auditor/Treasurer as Project Representative for the implementation of the Redwood-Cottonwood River Septic Loan Program 2013 Clean Water Partnership Project for Cottonwood County.

The Project Representative shall have the authority to represent the Cottonwood County Board of Commissioners in all Project matters that do not specifically require action by the Cottonwood County Board of Commissioners.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that, as Loan Sponsor, the Cottonwood County Board of Commissioners enters into the attached Minnesota Clean Water Partnership Project Implementation Loan Agreement along with Redwood-Cottonwood Rivers Control Area (RCRCA), as Project Sponsor, and the Minnesota Pollution Control Agency to conduct the implementation of the Redwood-Cottonwood River Septic Loan Program 2013 Clean Water Partnership Project.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the County Board Chair, John Oeltjenbruns, be authorized to execute the attached Minnesota Clean Water Partnership Project Implementation Loan Agreement for the above referenced Project on behalf of the Board as Loan Sponsor.

BE IT FURTHER RESOLVED by the Cottonwood County Board of Commissioners that the Auditor/Treasurer, Jan Johnson be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

WHEREUPON the above resolution was adopted at a regular County Board meeting this May 28, 2013.

S/Jan Johnson, Auditor/Treasurer

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Kyle Pillatzki, Landfill Supervisor, met with the board to discuss several items. Brief discussion was held regarding the lights at the Windom recycling shed not working. Pillatzki agreed to do some follow up in regards to this matter.

Pillatzki reported that the county has been using Liberty Tire Recycling for many years to recycle our tires. Pillatzki had Donna Stresemann contact other recyclers in the region and Liberty was the least expensive at \$135/ton. The other recyclers were approximately \$160/ton. Pillatzki recommended that the county continue with the services of Liberty Tire Recycling. Motion by Schmidt, second by Stevens, unanimous vote to sign a 3-year contract with Liberty Tire Recycling at a rate of \$135/ton.

Discussion was held regarding the stipend that Pillatzki has been receiving for his work at the landfill. After much discussion, there was a motion by Holmen, second by Schmidt to extend the \$500/month stipend for Pillatzki until the end of August for the extra landfill duties he is currently responsible for. Voting as follows: Aye – Holmen, Schmidt, Stevens. Nay – White. Motion carried.

Pillatzki informed the board that the Westbrook recycling shed was moved onto location on May 16th and will be operational after the signs are up and advertising has occurred in the local newspaper.

Pillatzki reported that MPCA came out to the landfill on May 15th. Discussion was held as to where the landfill is going and how things looked at the time of the inspection. MPCA was pleased to hear that the county is looking into getting the proper equipment for the landfill operations and that the county board is supportive of making changes for the betterment of the landfill.

Motion by Holmen, second by White, unanimous vote to allow Pillatzki to use the county credit card for the purchase of a cradle point router that was approved for purchase at the last board meeting.

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Assistant County Engineer Rory Lindvall met with the board to ask that Jeff Yonker (Engineering Tech/Signman) be moved to permanent full-time status after successful completion of the 6-month probationary period and that he be moved from Step 5 to Step 8 on the matrix. After further discussion, there was a motion by White, second by Holmen, unanimous vote to take Jeff Yonker off probation and to move him to Step 6 on the matrix effective May 26, 2013 as this has been the customary practice after successful completion of the probationary period. Lindvall recommended that the board take a look at the steps on the current matrix as he feels that the wages are too low for these positions.

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County Engineer JinYeene Neumann met with the board to discuss a few items. Neumann asked approval to advertise projects as follows: 17-603-18 - CSAH 3 in Section 9 of Carson Township, 17-629-03 - CSAH 29 in Section 32 of Selma Township, 17-598-04 - County Road 66 in Section 15 of Rosehill Township, 17-599-97 - 240th Street in Section 5 of Storden Township (Township Bridge). Motion by Schmidt, second by Holmen, unanimous vote to allow for advertising projects for July 1st letting date with approval by the county board on July 2nd.

Neumann asked that she be allowed to re-advertise for the HEO position at the Westbrook Shop as the applicant that was offered the position declined and because the applications were first received back in November 2012 Neumann thought it might be beneficial to re-advertise. Motion by White, second by Schmidt, unanimous vote to allow Neumann to re-advertise for the HEO position in Westbrook.

Neumann reported that she received an estimate from Astech for double sealcoat on County Road 52 as opposed to micro surfacing. The cost for micro surfacing would be \$88,000 and the cost for double sealcoat would be \$114,109.80. Neumann will plan to bring some further budget figures to the next board meeting before deciding on how best to proceed with this project.

Motion by White, second by Schmidt, unanimous vote to allow Neumann to use vacation hours on July 5th and July 8th for a vacation that was previously planned before she began her employment with the county.

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Motion by White, second by Holmen, unanimous vote to allow JinYeene Neumann, Glenn Johnson, Jason Purrington and Kelly Thongvong to receive a \$40/month cell phone allowance retro to May 1, 2013 for use of their personal cell phones to conduct county business as Department Heads.

Motion by Holmen, second by Schmidt, unanimous vote to include Kim Hall in the list of individuals to receive a \$40/month cell phone allowance retro to May 1, 2013 for use of her personal cell phone to conduct county business as a Department Head.

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Discussion was held regarding letter received from Nathan Busch expressing concerns he has with how the public hearings are being handled by the Planning & Zoning Office.

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Commissioner Holmen gave the board an update regarding a meeting that he and Kelly Thongvong, HR, had with Glenn Johnson, Director of Information Systems last week in regards to the work that he has done so far in Cottonwood County and what he hopes to do in the future.

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Commissioner White gave an update regarding a conversation he recently had with the employees at the N. 71 County Office Building in regards to a few of their concerns. The first concern was in regards to the heating/air conditioning unit and the temperature control issues within the building. Commissioner White suggested that thermometers be placed within the building and a log should be maintained to record the temperatures for a short period of time.

Brief discussion was held regarding supplies at the N. 71 County Office Building and whether or not the employees at the county office could take care of ordering some of the supplies themselves. Auditor/Treasurer Johnson suggested that Jim Vellema continue to be the individual in charge of ordering all supplies.

Further discussion was held regarding the condition of the lawn at the N. 71 County Office Building as well as a few of the big trees that may need to be removed along with some of the bigger branches.

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Auditor/Treasurer Jan Johnson handed out information to the board in regards to levy limits for taxes levied in 2013.

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Discussion was held regarding the potential need for a County Coordinator position and how this position could further benefit the county in many areas. Further discussion will be held in the near future.

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There being no further business, the meeting was adjourned at 4:51 p.m.

Jan Johnson, Auditor/Treasurer

John Oeltjenbruns, Board Chairman

Kelly Thongvong, Executive Assistant